

Version Number: 1.3
 Version Date: 8/29/2014

CIC UMETRICS Data Dictionary

This is a description of the data files and associated data elements that participating universities are submitting to the UMETRICS initiative.

The data elements in unshaded cells are the data elements that were included in the original STAR METRICS Level 1 data submission.

The data elements in the shaded cells comprise the enhanced STAR METRICS data. These additional data elements enable the UMETRICS research team to link the STAR METRICS transaction data to external datasets, which is critical for the development of UMETRICS products such as the university reports and research dashboard.

| File | File Description | Data Element | Data Element Name | Definition | Type | Format | Examples | Frequency |
|--------------|--|--------------------------|------------------------|--|--------|--|--|---|
| Award | Overhead charged grouped by Award | Period Start Date | PeriodStartDate | The start date for the period. | Date | (YYYY-MM-DD) | 2009-10-01 | Please provide a full quarter's worth of transactional data. Only sum data to a quarterly level if transactional data is unavailable. |
| | | Period End Date | PeriodEndDate | The end date for the period. | Date | (YYYY-MM-DD) | 2009-12-31 | |
| | | Unique Award Number | UniqueAwardNumber | Identifier specifying an award and its funding source, as defined by concatenating the 6-position funding source code—either the CFDA code or a STAR Other Funding Source (OFS) code—with an award identifier—either the federal award ID from the awarding Federal Agency (such as the federal grant number, federal contract number, or the federal loan number) or an internal award ID for non-federal awards—with a space in between the two numbers. | String | [Funding Source] [Award Identifier] ### ### Award Identifier | 28.124 FSJ1232 47.000 5544111 00.000 1246581 00.200 State Award 1 12.345 0 47.000 0 | |
| | | Recipient Account Number | RecipientAccountNumber | Research Institution's internal number for the award. | String | No required format | FS111222555 | |
| | | Overhead Charged | OverheadCharged | Actual Overhead dollars charged to the award in the specified period. | Number | Dollar value - numeric without \$ sign or commas | 1222.31 | |

| | | | | | | | | |
|----------------------------|---|--------------------------|------------------------|--|--------|--|--|--|
| Award Specific Info | Federal grant awards information. This includes award titles for all unique award numbers and/or recipient account numbers in all four transaction files | Unique Award Number | UniqueAwardNumber | Identifier specifying an award and its funding source, as defined by concatenating the 6-position funding source code—either the CFDA code or a STAR Other Funding Source (OFS) code—with an award identifier—either the federal award ID from the awarding Federal Agency (such as the federal grant number, federal contract number, or the federal loan number) or an internal award ID for non-federal awards—with a space in between the two numbers. | String | [Funding Source] [Award Identifier] ### ### Award Identifier | 28.124 FSJ1232 47.000 5544111 00.000 1246581 00.200 State Award 1 12.345 0 47.000 0 | |
| | | Recipient Account Number | RecipientAccountNumber | Research Institution's internal number for the award. | String | No required format | FS111222555 | |
| | | Award Title | AwardTitle | Title of Award | String | No required format | Collaborative Research: Empirical Analyses of Committee Voting | |

| File | File Description | Data Element | Data Element Name | Definition | Type | Format | Examples | Frequency |
|---|---|--|------------------------------|--|--------|--|--|---|
| Employee | Percentage of Earnings Spent on Award, grouped by Employee | Period Start Date | PeriodStartDate | The start date for the transaction. | Date | (YYYY-MM-DD) | 2009-10-01 | Please provide a full quarter's worth of transactional data. Only sum data to a quarterly level if transactional data is unavailable. |
| | | Period End Date | PeriodEndDate | The end date for the transaction. | Date | (YYYY-MM-DD) | 2009-10-31 | |
| | | Unique Award Number | UniqueAwardNumber | Identifier specifying an award and its funding source, as defined by concatenating the 6-position funding source code—either the CFDA code or a STAR Other Funding Source (OFS) code—with an award identifier—either the federal award ID from the awarding Federal Agency (such as the federal grant number, federal contract number, or the federal loan number) or an internal award ID for non-federal awards—with a space in between the two numbers. | String | [Funding Source] [Award Identifier] ### ### Award Identifier | 28.124 FSJ1232 47.000 5544111 00.000 1246581 00.200 State Award 1 12.345 0 47.000 0 | |
| | | Recipient Account Number | RecipientAccountNumber | Research Institution's internal number for the award. | String | No required format | FS111222555 | |
| | | De-identified Employee ID Number | DeidentifiedEmployeeIdNumber | Unique Employee ID (not Social Security number) of grant funded personnel | String | No required format | E998811 | |
| | | Occupational Classification | OccupationalClassification | Job / Occupation Title (original text from HR system) | String | No required format | Associate Professor- Biology | |
| | | FTE Status | FteStatus | Designation of the status (percent) of the funded personnel (full time = 1.0, half time = .5) | Number | Decimal Number Between 0 and 1 (inclusive) | 0.5 | |
| Proportion of Earnings Allocated to Award | ProportionOfEarningsAllocatedToAward OR ProportionOfEarningsAllocated | Calculated portion of earnings charged by funded personnel to the award in the specified period. | Number | Decimal Number Between -1000 and 1000 (exclusive) | 0.33 | | | |

| | | | | | | | | |
|----------------------|---|----------------------------------|------------------------------|---|--------|--------------------|------------|--|
| Employee Name | Link employee names to Employee File | De-identified Employee ID Number | DeidentifiedEmployeeIdNumber | Unique Employee ID (not Social Security number) of grant funded personnel | String | No required format | E998811 | |
| | | Employee Last Name | Lastname | Employee last name | String | No required format | Jones | |
| | | Employee Middle Name | Middlename | Employee middle name | String | No required format | Marie | |
| | | Employee First Name | Firstname | Employee first name | String | No required format | Christina | |
| | | Employee DOB | DOB | Employee date of birth | Date | (YYYY-MM-DD) | 1969-07-14 | |

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The data elements in the shaded cells comprise the enhanced STAR METRICS data. These additional data elements enable the UMETRICS research team to link the STAR METRICS transaction data to external datasets, which is critical for the development of UMETRICS products such as the university reports and research dashboard.

| File | File Description | Data Element | Data Element Name | Definition | Type | Format | Examples | Frequency |
|---------------|--|--------------------------|------------------------|--|--------|--|--|---|
| Vendor | Vendor payments grouped by Vendor | Period Start Date | PeriodStartDate | The start date for the transaction. | Date | (YYYY-MM-DD) | 2009-10-01 | Please provide a full quarter's worth of transactional data. Only sum data to a quarterly level if transactional data is unavailable. |
| | | Period End Date | PeriodEndDate | The end date for the transaction. | Date | (YYYY-MM-DD) | 2009-10-01 2009-10-31 | |
| | | Unique Award Number | UniqueAwardNumber | Identifier specifying an award and its funding source, as defined by concatenating the 6-position funding source code—either the CFDA code or a STAR Other Funding Source (OFS) code—with an award identifier—either the federal award ID from the awarding Federal Agency (such as the federal grant number, federal contract number, or the federal loan number) or an internal award ID for non-federal awards—with a space in between the two numbers. | String | [Funding Source] [Award Identifier] ###### Award Identifier | 28.124 FSJ1232 47.000 5544111 00.000 1246581 00.200 State Award 1 12.345 0 47.000 0 | |
| | | Recipient Account Number | RecipientAccountNumber | Research Institution's internal number for the award. | String | No required format | FS111222555 | |
| | | Organization / Vendor ID | OrganizationID | Internal identifier specifying the organization or institution of the vendor organization. | String | No required format | | |
| | | Vendor DUNS Number | VendorDunsNumber | The Vendor's 9 digit DUNS number. If DUNS is unavailable then substitute zip code with "Z" prefix so as to distinguish it from the DUNS number. If using foreign zip codes, prefix with "F" instead of "Z". | String | DUNS: ##### ZIP/Postal Code: Z##### Z#####-#### Z##### Foreign_postal_code | DUNS: 123456789 ZIP/Postal Code: Z76442 Z76442-4321 Z764424321 FABC123DEF | |
| | | Vendor Payment Amount | VendorPaymentAmount | The funds charged to the award by the vendor in the specified period. | Number | Dollar value - numeric without \$ sign or commas | 1222.31 | |

| File | File Description | Data Element | Data Element Name | Definition | Type | Format | Examples | Frequency |
|------------------|--|---------------------------------|-----------------------------|--|--------|--|--|---|
| Sub-Award | Sub-Award Payments grouped by Sub-Award Recipient | Period Start Date | PeriodStartDate | The start date for the transaction. | Date | (YYYY-MM-DD) | 2009-10-01 | Please provide a full quarter's worth of transactional data. Only sum data to a quarterly level if transactional data is unavailable. |
| | | Period End Date | PeriodEndDate | The end date for the transaction. | Date | (YYYY-MM-DD) | 2009-10-01 2009-10-31 | |
| | | Unique Award Number | UniqueAwardNumber | Identifier specifying an award and its funding source, as defined by concatenating the 6-position funding source code—either the CFDA code or a STAR Other Funding Source (OFS) code—with an award identifier—either the federal award ID from the awarding Federal Agency (such as the federal grant number, federal contract number, or the federal loan number) or an internal award ID for non-federal awards—with a space in between the two numbers. | String | [Funding Source] [Award Identifier] ###### Award Identifier | 28.124 FSJ1232 47.000 5544111 00.000 1246581 00.200 State Award 1 12.345 0 47.000 0 | |
| | | Recipient Account Number | RecipientAccountNumber | Research Institution's internal number for the award. | String | No required format | FS111222555 | |
| | | Organization / Institution ID | OrganizationID | Internal identifier specifying the organization or institution of the sub-recipient organization. | String | No required format | | |
| | | Sub-Award Recipient DUNS Number | SubAwardRecipientDunsNumber | The sub recipient organization's 9- digit DUNS number. If DUNS is unavailable then substitute zip code with "Z" prefix so as to distinguish it from the DUNS number. If using foreign zip codes, prefix with "F" instead of "Z". | String | DUNS: ##### ZIP/Postal Code: Z##### Z#####-#### Z##### Foreign_postal_code | DUNS: 123456789 ZIP/Postal Code: Z76442 Z76442-4321 Z764424321 FABC123DEF | |
| | | Sub-Award Payment Amount | SubAwardPaymentAmount | The funds charged to the award by the sub-awardee in specified period. | Number | Dollar value - numeric without \$ sign or commas | 1222.31 | |

| File | File Description | Data Element | Data Element Name | Definition | Type | Format | Examples | Frequency |
|---------------------------------------|--|--------------------------------------|-------------------|---|--------|---|--|-----------|
| Institution / Vendor Crosswalk | Link organizations to the subaward and vendor transaction files | Organization / Institution ID | OrganizationID | Internal identifier specifying the organization or institution of the sub-recipient organization. | String | No required format | | |
| | | Organization or Institution Name | OrganizationName | Name of the sub-recipient or vendor organization | String | No required format | FISCHER SCIENTIFIC | |
| | | Organization or Institution City | City | City of the sub-recipient or vendor organization | String | No required format | Pittsburgh | |
| | | Organization or Institution State | State | State of sub-recipient or vendor organization | String | Standard 2-letter abbreviation | PA | |
| | | Organization or Institution Zip Code | ZipCode | Zip Code of sub-recipient or vendor organization | String | Standard 5 digit - 4 digit format | xxxxx-xxxx | |
| | | Organization or Institution Country | Country | Country of sub-recipient or vendor organization | String | 2 or 3-letter International Organization for Standardization (ISO) country code | US - United States GB - Great Britain | |